

Physical Facility		
	Policies for Maintenance	Utilization
Class rooms	In the college premises, regular cleaning and maintenance is carried out so as to provide effective learning environment to the students. Class rooms are cleaned daily by the non teaching staff of the college. Regular monitoring of electrical and fixtures is done and repaired immediately. Separate contract is given to outside agency for maintenance of computers and LCD facility.	The time table committee designs the general time table of the college in such a way that there is maximum utilization of infrastructure and class rooms.
Academic Facility		
Laboratory	Annual maintenance contract is done for high grade instruments. Stabilizers are used for instruments. Regular servicing and maintenance is carried out for the instruments. Calibrations of instruments are done. Three quotations are taken from different agencies for the repair, and one who can give effective service is given the work	Practical batches are prepared so as to give hands on experience to all the students. Practical are conducted in morning and afternoon sessions for maximum utilization of laboratory space.
Library	Annual maintenance contracts are done for the software used in the library. Proper ventilation is done so as to maintain dry environment near book shelves. Regular dusting and cleaning is done by using vacuum cleaners. Pest control is carried out so as to increase the life of valuables resources of library. Furniture and fixtures are repaired as per the requirement centrally.	Library is made fully automated. Computerized issuing and returning of books is done so as to save time. Books suggested by staff members are included in the library. Special reading room facility and computers are provided for access to e-resources. Library staff conducts orientation and information literacy programs to educate patrons. New arrivals are

		<p>exhibited on board. Library is kept open in long vacations for the benefits of the students. Qualified staff is appointed in library to guide and help students. Separate computer is provided to student for book search.</p>
Computers	<p>Maintenance and support are carried out by system administrators. Regular up gradation is carried out for computers and software.</p>	<p>Available computers are distributed in departments, office, and library and for administrative work as per the requirement and load of the work. Computers are connected through LAN and with high speed internet facility. Computers are provided with upgraded antivirus.</p>
Sports facility	<p>Regular maintenance is carried out for gymnasium, sports equipment and sport material from experts in the field. Synthetic surfaces on ground are cleaned periodically.</p>	<p>Sport material is issued to students as per the schedule. For Intercollegiate competitions sport material is issued to the student for the period of the competition. Gymnasium is used by students as per the given slot.</p>